

(Draft minutes subject to Board approval. Edits and approvals can be made found in succeeding minutes.)

Candlewood Shores Tax District Regular Board Meeting Minutes - June 19, 2024, *Draft*

Location: Clubhouse

Call to Order at 7:30pm

Alan Owen made a motion to call the meeting to order at 7:30pm. David Samuels seconded. All in favor, motion carried.

Roll Call:

Alan Owen- Acting Vice President
Jonathan Lepler- Director
Timothy Cicchese- Director
David Samuels- Director
Norman Edelson- Treasurer
Robert Yamuder- Secretary
Angelo Aldana- Director

Attendance

Present
Present
Present
Present
Present
Present
Present

Travis Hyatt, Regional Manager- Scalzo Present
Brandon Hyde, CSTD Office Manager Present

Pledge of Allegiance lead by Alan.

Public Hearings- 46 Mountainview Drive- Owners Rebecca Gross and Paul Bickford requested to be heard at the Public Hearing regarding an ongoing mowing complaint from their neighbor. They presented a letter with photos showing that are maintaining their property despite many complaints from their neighbor which they received violations for in the past which that feel they have since remediated. Alan suggested they contact Brandon who can arrange for a site visit when they feel unjustly accused by their neighbor of not maintaining their property.

Guests- None.

Approval of Minutes- Alan made a motion to approve 05/15/24 CSTD Meeting Minutes with corrections as noted from Board members. David seconded, motion approved unanimously, motion carried.

Public Comment

Public Comment #1- Michael Crawford, 14 Twilight Lane, reported speeding trucks and speed signage removed which he requested the signage be replaced as more regulation and control is needed on Twilight Lane. He also reported there are more under-aged drivers driving golf carts which is a safety concern as some drivers appear to be 10-12 years old and police do not respond in time when contacted. Jonathan responded that this issue will be discussed later in the meeting by the Safety Committee and will include discussion about speed humps on North Lake Shore Drive.

Public Comment #2- Diego (remote caller), 30 Twilight Lane, called to report speeding on Twilight Lane and wants the speed signs that were relocated to be reinstalled. Alan responded that some of the speed signs were relocated to different areas of the District. The caller suggested more signs be purchased as needed and speeds humps as is are ineffective to reduce speeding.

Treasurer's Report- Norman Edelson, Treasurer

Norman read into the record the following CSTD bank account balances as of 05/31/24:

CSTD Operating (OP) Newtown Savings Bank (NSB) account balance	\$ 123,100.74
CSTD CD account balance	<u>\$1,955,000.00</u>

Total CSTD Bank Balance	\$2,078,100.74
CSW Water Department Operating (OP) NSB account balance	\$ 59,095.18
CSW-CD Water Department NSB-3Mo CD account balance (1)	\$ 25,275.52
CSW-CD Water Department NSB-3Mo CD account balance (2)	\$ 25,275.52
CSW-NSB-CD (3)	\$ 60,434.53
Total CSW Water Department CD Bank Balance	\$ 170,080.75

Management Report-

1. Action List- Travis read through the status of the updated Action List. Highlights included an update on the speed hump project, curb work and pothole repairs. Signs previously approved were ordered reminding residents about obtaining parking permits. Security contract was renewed and signed. Expenses over \$10,000 need prior Board approval. Alan reported Adam is repairing and cleaning catch basins regularly.
2. Work Order Report- None.
3. Permit Requests- (1) 71 Clearview Drive- Angelo reported he sought a second legal opinion and received 2 proposals: one with a \$2,500 retainer and the other with a \$7,500 retainer. Angelo said he would discuss details during Executive Session at which time he can make a motion to approved one of the proposals. (2) Vacant Lots- The CSTD Board continues to discuss the procedure of available vacant lots including the right of first refusal to owners. Brandon reports there are no requests pending for vacant lots at this time. Angelo mentioned he would like to know what are the time constraints on the sale of vacant lots in terms of when offers are made and Alan added when percolation tests are performed in terms of septic analysis. Jonathan responded that homes can be bought before percolation tests are performed which is risky to the buyers if the tests reveal the property cannot be built upon. The Town Sanitarian can be contacted for more information.

Committee Reports-

1. Beautification- Plants are being watered.
2. Recreation- Jonathan reported the first movie night had record number of attendees. All summer events have been booked and messages via Facebook go out regularly about upcoming events. Insurances are receive from vendors as per application process.
3. Safety/Security- Jonathan reported Alan joined the Security Committee and new members of the Safety/Security continue to discuss issues concerning a gate house, cameras and the beach. They discussed reminding residents about locking their cars, forming a neighborhood watch to supplement the police department with a concern a neighborhood watch team does not become overzealous. Anyone under the age of 16 without a valid drivers license are not allowed to drive golf carts unless driving with an adult with a valid license. Residents were reminded to watch for children on the road and at the beach. Speeding drivers can be asked to slow down. Speed humps are to freshly painted with warning stripes with reflectorized paint for increased visibility. The police are sometimes overwhelmed with calls and cannot respond quickly to enforce speeding and Angelo suggested the Board meet with the police department. Jonathan suggested stop bars be painted at all stop sign locations. Alan reported roadway painting is budget every third year and Brandon reported there is funding in reserves as needed to perform roadway painting more often.
4. Ordinance- David reported the Ordinance Committee received feedback which he read into the record on parking permits and suggested next year the parking stickers will be printed without the wording "Candle Shores" and still include the logo. Visitor parking passes will include resident owner information on them. **Dave Samuels introduced a Motion to approve changes to the parking stickers next year to include license plate numbers and CSTD logo without Candlewood Shores text. Dave read additional proposed changes to the Parking Stickers including changes to Visitor Temporary Parking Tags from the Ordinance Committee into the record. Norman Edelson seconded the Motion. Board voted unanimously to approve and the Motion carried.** Norman suggested small expenditures less than \$400 dollars be tallied at year's end with receipts.
5. Landscaping Report- Jonathan reported Adam is repainting speed humps, removing silt from catch basins, mowing 2 days a week, replacing meters, watering daily, maintaining the beach and street sweeping at least once a year normally after winter.
6. Sewer Committee Report- Tim reported CD Smith completed their sewer survey after collecting responses. Results of the survey are expected to be released in the coming weeks. Jonathan suggested notices go out to residents regarding calendar dates of zoning and planning board meetings and Alan added residents are encouraged to attend. The Town provides a link to these meetings.

7. Harbormaster- Ronnie Shepherd, Harbormaster, reported that 15 morning were placed, 56 kayaks were paid for with 16 kayak to be paid for amounting to \$4,675 in revenue to date. All requested kayak spots were accommodated. Swim lines were re-anchored, chain lines were shortened to prevent boats from touching. The owners of 10 South are Shore Drive reported that the kayak racks were placed too close to their property and the longer kayaks are sticking out into their property. He contacted the Harbormaster and they are working together on remediating the issue and thanked him for his positive response.

Administration:

New Business- Clubhouse Garage Doors- Jonathan reported the garage door proposal received last October for the Clubhouse appears on page 9 which includes a manually opening door and reported he will confirm the quote is still good. The finish trim will be done after the door is installed. **Jonathan Lepler introduced a Motion to remove and replace the Clubhouse Garage Door as per proposal received which meets Fire Code for an amount not to exceed \$9,485. Rob Yamuder seconded the Motion. Board voted unanimously to approve the Motion and the Motion carried.**

Twilight Parking- Brandon reported this is an ongoing issue and he has been receiving complaints weekly from the same two neighbors and suggested violators should be fined or towed or perhaps a “No-Parking Zone” can be enforced as the ordinance already states cars cannot be parking directly opposite a driveway. **Brandon Hyde reported that he is receiving weekly complaints about residents on Twilight Lane parking opposite neighbor driveways which is against CSTD code. Dave Samuels made a Motion instructing Brandon to enforce applicable codes and initiate parking fines and possible towing of vehicle illegally parked. Jonathan Lepler seconded the Motion. The Board voted to unanimously approve the Motion and the Motion carried.**

Brandon reported on the insurance renewal. After Board discussion, the Board asked Brandon to contact the insurance broker to see if a lower premium can be achieved by raising the deductibles. **A Motion was made by Alan and seconded by Robert to approve the insurance renewal for an amount not to exceed the amount of the premium quoted. The Board voted unanimously to approve the Motion and the Motion carried.**

Old Business-

1. Speed Hump Update- Jonathan is painting orange lines where the new speed humps are to be installed including on Dogwood.
2. AirBnB Discussion- David suggested the District use the same attorney being used for the AirBnB for the issues on 71 Clearview.
3. Pickleball Court- The Board previously approved installing a Pickleball court. At this time, the Board decided to table the installation until more is known about the future of the existing water wells and water system. Norman reported he was also concerned about non-residents using the court as the net would be permanently placed and there might be too much noise at night and the Town is scheduled to open 4 new courts.
4. Water Treatment Update- Angelo provided the following update on water treatment:
 1. Angelo said several things had to be approved. First, a Lead inventory report has to be completed by October 16, 2024. We are required to identify and inventory all materials used in the system – either as lead, not lead, or unknown. Based on Angelo’s discussions with Tomascak and review of old engineering reports, it seems our water mains are not lead, which is good news, otherwise we would have to replace the mains. However, as to other parts of the system, such as connections to each home, we may have to list them as unknown. We will have to describe our plan for finding out what the unknowns are. Mike Hage of CT Rural Water and Waste Water Association (CRWWA) can do the initial inventory for \$1,000.

Phase 2 which will require identification of all unknowns, may require home inspections, this will be more costly, and we don’t know how much it will cost in the future.

Angelo Aldana introduced a Motion to retain a professional consultant, Mike Hage, who proposed to perform a mandatory lead inventory of water service lines in an amount not to exceed \$1,000 by October 2024. Dave Samuels seconded the Motion and the Board voted unanimously to approve. The Motion carried.

2. Second, Angelo said we need to prepare an Asset Management Plan and a Financial Plan. These plans are required by State law. The Plans will identify all assets of the water system, evaluate their remaining useful life and future replacement costs, calculate what the annual reserve should be, and what the water rates should be. CRWWA is willing to prepare for us for \$1,000. **Angelo Aldana introduced a Motion to have Mike Hage prepare an Asset Management Plan and Financial Plan, both of which are required by State law, for \$1,000. Alan Owen seconded the Motion and the Board voted unanimously to approve. The Motion carried.**
3. Next, Angelo said a number of people have been asking for most recent water reports. CSTD conducts a number of different tests periodically, and we are required to issue by July 1 a Consumer Confidence Report (CCR) which summarizes the results for the tests that we are legally required to do. A couple of notes about the CCR—first, it's based on tests through Dec 2023; and it also does not mention PFAS because there was no required testing at the time CCR prepared.

Angelo said the most recent test results show that our water quality meets all legal standards, with the exception of PFAS, and except that the Nitrate levels, although within Max limit, are more elevated than we would like.

4. Angelo then gave a status update on **The Board Action Plan for water**, that calls for the Board to explore 3 options: drill new wells, get filtration systems or switch to Aquarion.
 - a. When the process started, the Bd thought the fastest and cheapest way to reduce the Nitrate level was to drill new wells. However, several things happened since then.
 - i. First thing was good news--shutting off the well with the highest level, reduced the Nitrate level below the State limit, which means we don't have a State deadline to take action. However, later testing for PFAS, found they exceeded the EPA limits. And just this month we found out cost of drilling a new well will be at least \$109,000, significantly more than the \$10k the Board originally thought. The high cost is due to special tests that have to be done over 52 weeks because the well is within 200 feet of lake. It would take a full year after drilling before we know if the well is good or not.
 - ii. In addition, several experts told us that, although it is possible to find a new water source that is free from PFAS and Nitrates, it's more probable the water source we find will have similar PFAS and Nitrate levels.
 - b. As to the filtration option, Angelo and Tim met with couple of experts, and they said we needed to hire an engineer to get a realistic estimate.
 - c. Given these new developments, Angelo recommended that before we spend over \$109k over one year to drill a new well that may or may not be usable, the Board should gather information on all options. He noted that these are not small amounts, and according to our charter, unless an item is in the Budget, the Board does not have the authority to spend over \$20k without a Special meeting.
 - d. Angelo suggested that we retain an engineer to review filtration option, we complete our reserve analysis and we get more information from Aquarion in order to evaluate all three options before spending significant money on any option. The Board discussed and agreed that Angelo should solicit proposals from engineers for the July meeting and continue to get more information on all options.

Second Public Comment- Cheryl Wiengard, S. Lake Shore Drive (remote call), asked that the Board post dates of special meetings and asked the Board to consider additional speed humps near the beach. She thanked Angelo for his detailed report on the status of water issues and asked Angelo to clarify the Aquarion option in terms of taking of District Property. Angelo responded that Aquarion is a public utility company with a large customer base which could translate into savings concerning water rates. Any property taking would only be in terms of the provision of water if they needed to use the existing pumping stations. Old discussion are no longer valid and their rates are published on line. Our system would have to be analyzed and Angelo advised not to pre-judge options which need to be fully discussed and agreed to keep all residents informed. David added that the Board will be continue to be transparent about available information and rumors should be avoided.

Burt Coleman, 37 Twilight Lane (remote call), inquired about the grant recently submitted. Angelo responded that he addressed comments received and he awaits a final response on the grant. There was no timeline given for a final response. Burt further inquired about rumors about Arrowhead using CSTD water. Angelo responded that Arrowhead may have similar water quality issues and may also consult with Aquarion. Angelo remarked that this Board will not do what is not in our best interest.

Pam, 20 Longview Drive (remote call), inquired about an AirBnB near her house and requested cars be towed that block her driveway. She was directed to first contact the CSTD office and to take pictures of the offending vehicles.

The next regular CSTD Board meeting is scheduled for Wednesday, July 17, 2024, 7:30pm in the Clubhouse.

Executive Session- At 9:27pm, Alan made a Motion to enter into Executive Session which was seconded by Jonathan. The Motion was unanimously approved by the Board.

A Motion was made by Jonathan to end Executive Session which was seconded by Robert. The Board unanimously approved the Motion.

At 9:51pm, Alan made a Motion to close the Executive Session which was seconded by Jonathan. The Motion was unanimously approved by the Board.

Angelo made a motion to retain the law office of Cohen and Wolf regarding legal matter concerning property issues at 71 Clearview as per an engagement letter received. David seconded the Motion. The Board voted unanimously to approve the Motion. The Motion carried.

Adjournment- Jonathan made a motion to adjourn the regular Board meeting at 9:53pm. Seconded by Alan. All in favor, motion carried, meeting adjourned.